

GRANTSVILLE CITY
BUILDING PERMIT REQUIREMENTS

Note: You need to allow a minimum of 2 weeks for permit processing and approval after everything on this list has been turned in. Permits will not be forwarded for plan review until we have all of these items!

1. Plot Plan showing distances from proposed and existing structures to all property lines. Please do this on a regular size sheet of paper (8-1/2 x 11 inches). It does not have to be to scale but all parallel streets should be identified.
2. Two complete sets of house plans. Please see reverse side of this sheet for a list of what a complete set of plans consists of. All information is required for plan review.
3. Copy of deed, property tax notice, or purchase agreement showing legal description of property and ownership.
4. Septic tank/well permits (if required). If using a well and/or septic tank, these must also show on plot plan (item 1) as well as distances from each other and house.
5. Sign off from Grantsville Irrigation Company (Lynn Taylor needs to mark your plot plan to indicate where any of their water lines run across the property).
Phone: 884-3451 Address: 411 S. Old Mormon Trail (West Street)
6. Building permit application must show all names, addresses, phone numbers, and state license numbers of all contractors who will be doing work. If the general contractor is not licensed within Grantsville City, we will need a copy of their Utah State License.
7. Permit application must show assessor's parcel number for property. This can be found on a property tax notice or by calling the Tooele County Recorder's Office.(843-3180)
8. If permit is for a new home and owner has secondary water for outdoor use, proof of such water for use at said address must be turned in with permit. Certificate(s) must be made out to Grantsville City.
9. Where access for property is on a State highway, a copy of a UDOT encroachment permit must be provided before permit will be issued.
10. Address must be posted on construction site.
11. If owner/builder, we must have a signed (and notarized) owner/builder certification form.

**NOTE: ALL NEW CONSTRUCTION REQUIRES UNDERGROUND
POWER LINES!!!!**

A Complete Set of Plans Includes:

- ❖ PLANS AND SPECIFICATIONS DRAWN TO SCALE AND READABLE
- ❖ PLOT PLAN: Site and Setbacks
- ❖ FOOTER PLAN: Including interior footers
- ❖ FOUNDATION PLAN: Including hold down locations
- ❖ FLOOR PLANS
- ❖ ROOF LAYOUT: Engineered Trusses
- ❖ FLOOR LAYOUT: Size, span, and spacing
- ❖ WINDOW AND DOOR SCHEDULE
- ❖ STRUCTURAL AND FRAMING DETAIL
- ❖ BUILDING CROSS SECTIONS
- ❖ STAIRS DETAIL
- ❖ ELEVATIONS: Front, rear, and side views
- ❖ ELECTRICAL SERVICE: Size and location
- ❖ ELECTRICAL, MECHANICAL, AND PLUMBING DETAILS
- ❖ SEISMIC, WIND LOAD, AND ROOF LOAD CRITERIA
- ❖ DETAILS OF CRITICAL CONNECTIONS
- ❖ SPECIFICATIONS AND RELATED CALCULATIONS
- ❖ HEAT LOSS DATA; Required by Model Energy Code